

## Brownfields Assessment Cooperative Agreement Quarterly Report

<b>Grantee Name:</b> City of Bremerton
<b>Cooperative Agreement Number:</b> BF – 9604651 - 0
<b>Start Date:</b> 07/20/2006 <b>End Date:</b> 9/30/2009 <b>Quarterly report number:</b> #7
<b>Date submitted:</b> April 17, 2008 <b>Federal fiscal quarter(s) covered by report:</b> #2-2008
<b>Prepared by:</b> Daniel J. Miller, Grant Administrator, 3027 Olympus Drive, Bremerton, WA, 98310, email: dan.miller@ci.bremerton.wa.us, phone number: 360-473-2314
<b>Submitted by [if different]:</b> Same as above
This Quarterly Report is provided to Joanne LaBaw, EPA Project Officer, by electronic copy

### QUARTERLY REPORT

**Modifications to Work Plan or Budget:** There is no change to the work plan or budget. The primary Contract remains the same.

The Consultant, Ecology & Environment, Inc. (E&E) submitted on March 6, 2008 their Sampling and Quality Assurance Project Plan (SQAPP). The SQAPP included, but not limited to, Measurement/Data Acquisition, Assessment/Oversight, and Data Validation and Usability.

During this report period it was anticipated that E&E would have completed their field investigations that was initially scheduled the week of March 17th. But due to the current laboratory capacity situation and the time sensitive analysis of the collected field samples, the field work was postponed and rescheduled for the week of May 12th. As a result of this unforeseen situation, the Consultants, E&E and GeoEngineers, data analysis is also subject to delay until late summer or early fall.

In conclusion, the MBE/WBE Report was submitted this report period.

**Delays encountered during this reporting period include:** The E&E field investigation to obtain additional soil and groundwater samples, etc. was delayed this report period. The field investigations were scheduled during the week of March 17th but do to "laboratory capacity" the field investigations have been postponed until the week of May 12th; two (2) month delay.

**Assessment Activities:** Included the activities described above a total of \$4,285.50 EPA funds were drawn down this quarter.

**Assessment Activities:** None during this quarter.

**Redevelopment Activities:** None during this quarter.

**Community Involvement:** No activity this period. The Community Involvement Phase is not anticipated until further investigation(s) and analysis is performed to ascertain the extent of the contamination.

**Meetings and Travel:** No scheduled meetings and/or authorized travel to report this period.

**Deliverables/Work Products:** The Ecology & Environment, Inc's, Sampling and Quality Assurance Project Plan (SQAPP) was submitted this report period (March 6, 2008). The SQAPP includes, but not limited to, Measurement/Data Acquisition, Assessment/Oversight, and Data Validation and Usability.

**Activities Anticipated in Next Reporting Period organized on a task by task basis:**

**TASK 1 - PROJECT MANAGEMENT:** The Quarterly Progress Report is due within 30 days of the end of the federal fiscal quarter (April 30, 2008).

**TASK 2 - PUBLIC INVOLVEMENT:** No activity to report this Quarterly Report.

**TASK 3 - SITE CHARACTERIZATION:** There are no changes to the Property Profile or Site Characterization to report this quarter.

**Budget Status:**

During this Quarterly Report period, GeoEngineers, Inc. invoiced a total of \$4,285.50 for the meeting of December 4th to summarize and discuss their Upland Assessment Report and the proposed strategy towards additional field investigation(s) including expanded investigations of sediment contaminants on the beachfront and review of E&E's Sampling and Quality Assurance Project Plan (SQAPP). The total expenditure this Quarterly Report period is \$4,285.50.

**Funds Expended:**

A total of \$181,883.33 of the \$200,000.00 (90.94%) grant funds were expended through the end of this quarter (March 31, 2008).

**Property Profile Form/Form Update:**

No changes to report to the Property Profile this Quarterly Report.

**SEE EXPENDITURE TABLE NEXT PAGE**



**Table 1 - Summary of Quarterly Expenses by Task for Report Period: 2-2008**

Budget Categories	Task 1 (Project Management)	Task 2 (Public Involvement)	Task 3 (Site Characterization)	Total Quarterly Expenses	
Personnel	\$0	\$0	\$0	\$0	
Supplies	\$0	\$0	\$0	\$0	
Contractual	\$0	\$0	GeoEngineers \$4,285.50	\$4,285.50	
Travel	\$0	\$0	\$0	\$0	
Total Direct Charges	\$0	\$0	\$4,285.50	\$4,285.50	
Total Current Quarterly Expenses	\$0	\$0	\$4,285.50	\$4,285.50	
Cumulative Overall Project Expenses	\$60,695.60	\$0	\$121,187.73	\$181,883.33	

**Table 2 - Summary of Expenses by Category for Report Period: 2-2008**

Budget Categories	Budgeted Amount	Previously Expended	Expenses this Quarter	Total Cumulative Expenses	Balance
Personnel	\$16,000	\$25,052.49	\$0	\$25,052.49	- \$9,052.49
Supplies	\$500	\$10.48	\$0	\$10.48	\$489.52
Contractual	\$181,500	\$151,076.46	\$4,285.50	\$155,361.96	\$26,138.04
Travel	\$2,000	\$1,458.40	\$0	\$1,458.40	\$541.60
Total Direct Charges	\$200,000	\$177,597.83	\$4,285.50	\$181,883.33	\$18,116.67
Total Cumulative Expenses	\$200,000	\$177,597.83	\$4,285.50	\$181,883.33	\$18,116.67

**Attachment:** MBE/WBE Utilization Form-Federal for Fiscal Quarter 2 (January–March 31, 2008).



## CITY OF BREMERTON

345 6TH STREET SUITE 600  
BREMERTON, WA 98337-1873

PURCHASE ORDER NO. 60222-2

PAGE NO. 1

VENDOR  
20869  
GEOENGINEERS INC  
8410 154TH AVE NE  
REDMOND WA 98052SHIP TO  
PUBLIC WORKS ADMINISTRATION  
CITY OF BREMERTON  
3027 OLYMPUS DR  
BREMERTON WA 98310  
ATTN: ACCTS PAY / DAN MILLER

ORDER DATE: 01/02/07		BUYER: PUBLIC WORKS & UTILS/DAN MILLE		REQ. NO.: 60232	REQ. DATE: 12/28/06
TERMS: NET 30 DAYS		F.O.B.:		DESC.:	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	1.00	L.S.	PSA - GEOTECHNICAL ENGINEERING SERVICES- GASWORKS & SESKO PROPERTIES EPA-PH II ASSESSMENT WORK PLAN	138866.3600	138,866.36
<p><i>Professional Services January 12, 2008 thru April 4, 2008 per Attached Invoice # 0092504</i></p> <p><i>PAID to DATE: \$130,879.48</i></p> <p><i>LESS PREV. PAID: \$130,094.98</i></p> <p><i>TOTAL due this INV: \$784.50</i></p>					
<p align="center"><b>CERTIFICATION</b></p> <p>I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is just, due and unpaid obligation against the City of Bremerton, and that I am authorized to authenticate and certify to said claim.</p> <p align="right"><i>C.T. OR LAURA LYON</i></p>					
ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$
01	531.7083	54110	138,866.36	8308	138,866.36
					<b>TOTAL \$</b>
					138,866.36

*[Signature]* 1/15/08

APPROVED BY

*Terry L. Roach*  
DIRECTOR OF PURCHASING

BREMERTON-011962





GeoEngineers, Inc.  
8410 154th Avenue Northeast  
Redmond, Washington 98052  
Phone (425) 861 - 6000

April 11, 2008  
Project No: 000892-017-00  
Invoice No: 0092504  
Purchase Order No:  
PM: Sean P. Trimble

City of Bremerton  
Dept of Public Works  
3027 Olympus Drive  
Bremerton WA 98310

Attention: Dan Miller

Preliminary Environmental Services  
McConkey-Sesko Property  
Pennsylvania Avenue  
Bremerton, Washington

**Professional services from January 12, 2008 to April 4, 2008**

Task: 0000 Preliminary Environmental Services

**Professional Personnel**

	Hours	Rate	Amount	
Senior Engineer/Scientist 1	5.00	145.00	725.00	
Project Assistant	0.25	60.00	15.00	
Totals	5.25		740.00	
<b>Total Labor</b>				<b>740.00</b>

**Unit Billing**

APC - Associated Project Costs	44.50 APC @ 1.00	44.50	
<b>Total Units</b>	<b>1.0 times</b>	<b>44.50</b>	<b>44.50</b>

**Total this task \$784.50**

Task Summary	Budget	Total Charges	Balance
	155,400.00	137,388.96	18,011.04

**Total this invoice \$784.50**

Prompt payment will be appreciated.

# Billing Backup

Thursday, April 10, 2008

GeoEngineers, Inc.

Invoice Dated April 11, 2008

3:05:44 PM

000892-017-00 City of Bremerton/McConkey-Sesko Site

Invoice No: 0092504

Task: 0000 Preliminary Environmental Services

## Professional Personnel

Name	Hours	Rate	Amount
Senior Engineer/Scientist 1			
00860 Trimble, Sean P. 3/7/08	1.00	145.00	145.00
00860 Trimble, Sean P. 3/10/08	1.00	145.00	145.00
00860 Trimble, Sean P. 3/12/08	3.00	145.00	435.00
Project Assistant			
00094 Remley, Kristina R. 3/12/08	0.25	60.00	15.00
Totals	5.25		740.00
Total Labor			740.00

## Unit Billing

APC - Associated Project Costs	44.50 APC @ 1.00	44.50	
Total Units	1.0 times	44.50	44.50
Total this task			\$784.50
Total this report			\$784.50



Q2-2008

PURCHASE ORDER NO. 60222-2

## CITY OF BREMERTON

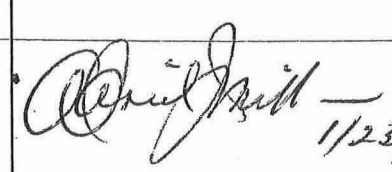
345 6TH STREET SUITE 600  
BREMERTON, WA 98337-1873


PAGE NO. 1

COPY

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8410 154TH AVE NE  
REDMOND WA 98052SHIP TO  
PUBLIC WORKS ADMINISTRATION  
CITY OF BREMERTON  
3027 OLYMPUS DR  
BREMERTON WA 98310  
ATTN: ACCTS PAY / DAN MILLER

ORDER DATE: 01/02/07		BUYER: PUBLIC WORKS & UTILS/DAN MILLE		REQ. NO.: 60232	REQ. DATE: 12/28/06
TERMS: NET 30 DAYS		F.O.B.:		DESC.:	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	1.00	L.S.	PSA - GEOTECHNICAL ENGINEERING SERVICES- GASWORKS & SESKO PROPERTIES EPA-PH II ASSESSMENT WORK PLAN	138866.3600	138,866.36
<p><i>Professional Services November 3, 2007 thru January 11, 2008 per attached Invoice # 0090922</i></p> <p><i>PAID to Date: \$130,094.98 (93.77%)</i></p> <p><i>LESS PREV. PAID: \$126,593.98</i></p> <p><i>TOTAL due this Invoice: \$3,501.00</i></p>					
<p align="center"><b>CERTIFICATION</b></p> <p>I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is just, due and unpaid obligation against the City of Bremerton, and that I am authorized to authenticate and certify to said claim.</p> <p align="right"><i>C.J. OR LAURA LYON</i></p>					
ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$
01	531.7083	54110	138,866.36	8308	138,866.36
					<b>TOTAL \$</b>
					138,866.36

  
 1/23/08

**APPROVED BY**   
 DIRECTOR OF PURCHASING

BREMERTON-011965





GeoEngineers, Inc.  
8410 154th Avenue Northeast  
Redmond, Washington 98052  
Phone (425) 861 - 6000

Q2 - 2008

January 18, 2008  
Project No: 000892-017-00  
Invoice No: 0090922  
Purchase Order No:  
PM: Sean P. Trimble

City of Bremerton  
Dept of Public Works  
3027 Olympus Drive  
Bremerton WA 98310

Attention: Dan Miller

Preliminary Environmental Services  
McConkey-Sesko Property  
Pennsylvania Avenue  
Bremerton, Washington

**Professional services from November 3, 2007 to January 11, 2008**

Task: 0000 Preliminary Environmental Services

**Professional Personnel**

	Hours	Rate	Amount
Principal	6.50	170.00	1,105.00
Senior Engineer/Scientist 1	14.00	145.00	2,030.00
Word Processor	0.25	65.00	16.25
Project Assistant	1.75	60.00	105.00
Totals	22.50		3,256.25

**Total Labor**

**3,256.25**

**Reimbursable Expenses**

Travel	29.80
Delivery/Shipping	13.24

**Total Reimbursables**

**1.15 times**

**43.04**

**49.50**

**Unit Billing**

APC - Associated Project Costs	195.25 APC @ 1.00	195.25
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**Total Units**

**1.0 times**

**195.25**

**195.25**

**Total this task**

**\$3,501.00**

**Task Summary**

**Budget**

**Total Charges**

**Balance**

**135,400.00**

**136,604.46**

**-1,204.46**

**Total this invoice**

**\$3,501.00**

Prompt payment will be appreciated.

BREMERTON-011966



**Billing Backup**

Friday, January 18, 2008

GeoEngineers, Inc.

Invoice Dated January 18, 2008

3:59:06 PM

000892-017-00 City of Bremerton/McConkey-Sesko Site

Invoice No: 0090922

Task: 0000 Preliminary Environmental Services

**Professional Personnel**

	Name		Hours	Rate	Amount
Principal					
00153	Cook, David A.	12/4/07	6.00	170.00	1,020.00
00153	Cook, David A.	12/5/07	0.50	170.00	85.00
Senior Engineer/Scientist 1					
00860	Trimble, Sean P.	12/3/07	2.00	145.00	290.00
00860	Trimble, Sean P.	12/4/07	6.00	145.00	870.00
00860	Trimble, Sean P.	12/5/07	2.00	145.00	290.00
00860	Trimble, Sean P.	12/12/07	2.00	145.00	290.00
00860	Trimble, Sean P.	1/2/08	2.00	145.00	290.00
Word Processor					
00967	Wakefield, Briana M.	12/7/07	0.25	65.00	16.25
Project Assistant					
00951	Eastman, Darla J.	12/14/07	0.50	60.00	30.00
00142	Howe, Yvonne J.	12/5/07	0.75	60.00	45.00
00968	O'Hanlon, Kelley P.	12/18/07	0.50	60.00	30.00
	Totals		22.50		3,256.25
	<b>Total Labor</b>				<b>3,256.25</b>
<b>Reimbursable Expenses</b>					
Travel					
EX 0030317	1/4/08 Cook, David A.				29.80
Delivery/Shipping					
AP 0148753	11/9/07 United Parcel Service Co.				13.24
	<b>Total Reimbursables</b>		<b>1.15 times</b>		<b>43.04</b>
					<b>49.50</b>
<b>Unit Billing</b>					
APC - Associated Project Costs	195.25 APC @ 1.00				195.25
	<b>Total Units</b>		<b>1.0 times</b>		<b>195.25</b>
				<b>Total this task</b>	<b>\$3,501.00</b>
				<b>Total this report</b>	<b>\$3,501.00</b>